

**ALBERTA RURAL MUNICIPAL ADMINISTRATORS ASSOCIATION
EXECUTIVE MEETING
February 15, 2019
Royal Executive Inn, Nisku Alberta**

The Alberta Rural Municipal Administrators' Association meeting was called to order at 9:00 a.m. by President Cynthia Vizzutti .

PRESENT:

Cindy Vizzutti	President
Curtis Herzberg	Vice President
Shawn Hathaway	Director Zone 1
Al Hoggan	Director, Zone 2
Tyler Lawrason	Director, Zone 5
Irene Cooper	Executive Director

ABSENT:

Leo Ludwig	Director, Zone 3
Joulia Whittleton	Director, Zone 4

ADOPTION OF AGENDA

Moved by Curtis Herzberg that the Agenda for the February 15, 2019 meeting be adopted as circulated.

Carried.

ADOPTION OF MINUTES

Moved by Shawn Hathaway that the Minutes of the June 11, 2018 meeting be adopted as circulated.

Carried.

BUSINESS ARISING

MEETING WITH LGAA & SLGM

Cindy Vizzutti will contact Kelly Lloyd, President of LGAA and set up a meeting in March in Red Deer. Cindy Vizzutti, Curtis Herzberg and Al Hoggan will attend and represent ARMAA.

COMMITTEE REPORTS

- Cindy Vizzutti reported that she had participated in several conference calls regarding Private Sewage Regulations.
- Curtis Herzberg had attended a workshop with Municipal Affairs regarding ICF's

COMMITTEE REPORTS CONTINUED

- Curtis Herzberg had attended the Municipal Sustainability meeting with Municipal Affairs. He advised that it is going to be a very slow process, however it is imperative that ARMAA be present.

FINANCIAL REPORT

The Executive reviewed the Financial Report circulated with the Agenda.

Moved by Shawn Hathaway that the Committee Reports and Financial Report be approved as presented.

CARRIED.

POLICY MANUAL REVIEW

Moved by Cindy Vizzutti that the Mileage Rate be set on an annual basis in accordance with CRA and that the 2019 rate be at .58 cents per kilometer.

CARRIED

Moved by Shawn Hathaway that Lifetime and Honorary Membership be deleted from Policy No. 05-14.

CARRIED

Moved by Al Hoggan that Policy No. 10-14 be referred to the Golf Committee for revision.

CARRIED

2019 CONFERENCE

The following was discussed and approved by the Executive:

- Entertainment for Thursday night be comedy
- A tour of Olds College be arranged
- Thursday evening be casual with a Chinese Food Buffet
- New Members be introduced Thursday Morning and the Executive make a point of introducing themselves and make the new members feel welcome to ARMAA
- Brownlee LLP be requested to speak on NFPA & OH&S Standards as related to Rural and Urban Agreements
- Reynolds Mirth Richards & Farmer LLP be asked to speak on Liability Protection in Funding Agreements

2019 CONFERENCE CONTINUED

- Curtis Herzberg and Al Hoggan will meet with Jeff Holmes to plan an alternative event for members that do not participate in the Golf Tournament
- A charitable donation will be made in lieu of purchasing Conference Registration Gifts.

Moved by Tyler Lawrason that a donation in the amount of \$4,000 be made to the Olds and District Hospice Society.

CARRIED

AUDIT LETTER

The Executive reviewed the recommendations made by the Auditors. Cindy Vizzutti will send a letter acknowledging the recommendations and responses from the Executive.

ESTABLISHMENT OF CASH RESERVE

Moved by Al Hoggan that a Cash Reserve in the amount of \$40,000 be established.

CARRIED

STRATEGIC PLAN

Moved by Curtis Herzberg that the Strategic Plan be approved and that an implementation report be presented at the Conference.

CARRIED

Moved by Curtis Herzberg that a hospitality night be planned for ARMAA members during the RMA Conference from 4 to 6 p.m. on Thursday March 19, 2019 with a maximum budget of \$2000.

CARRIED

Moved by Al Hoggan that Curtis Herzberg work with Irene Cooper to develop a proposal for a Social Media Consultant.

CARRIED

2019 COMMITTEE APPOINTMENTS

Moved by Al Hoggan that the Committee Appointments for 2019 be approved.

CARRIED

2019 FRATERNAL CONFERENCES

Moved by Curtis Herzberg that attendance to the 2019 Fraternal Conferences be approved as discussed.

CARRIED

DEPUTY MINISTERS MEETING

Moved by Shawn Hathaway that discussion regarding a meeting with the Deputy Ministers be deferred to the next Executive Meeting.

CARRIED

RMA MEETING INVITATION

Curtis Herzberg advised that he would be available to meet with the RMA Board of Directors on February 21, 2019.

ADJOURNMENT

There being no further business the meeting adjourned at 12:42 p.m.

PRESIDENT

EXECUTIVE DIRECTOR